



# District of Columbia Air National Guard

## Dual Technician/AGR Announcement



### Announcement Number: Tech 04-029 Technician Only

<b>APPLICATION MUST BE FORWARDED TO:</b>  Human Resource Office DC National Guard 2001 East Capitol Street Washington, DC 20003-1719 <b>APPLICATION MUST BE RECEIVED ON</b>	<b>OPENING DATE:</b> 27 April 2004	<b>CLOSING DATE:</b> OUF
<b>Position Location:</b> Human Resources Office, DCANG 2001 East Capitol Street, Washington, DC	<b>Position Title, Series, Grade, Salary Range</b> ESGR Program Coordinator, 90053000 GS-0301-12 \$60, 638 - \$78,826 <b>Maximum Military Rank:</b> Lt Col	
	<b>Selectee will be assigned to a compatible military position.</b> <b>Military Duty Assignment: 36P</b>	
	<b>Appointment Status</b> [X] Excepted    [ ] Enlisted    [X] Officer [ ] Competitive	
<b>AREA OF CONSIDERATION:</b>  <b>TECHNICIAN:</b> GROUP III (Individuals who possess necessary qualifications to become military members of the DCANG) <b>This Position is Offered to Technician Only</b> <b>Permanent Change of Station:</b> Relocation expenses not authorized.		
<b>Special Remarks:</b> <a href="http://dcng.ngb.army.mil/">http://dcng.ngb.army.mil/</a>		
<b>INSTRUCTION FOR APPLYING:</b> This office will not accept application mailed at government expense. Electronic or fax application will not be accepted. Failure to submit all documents will result in your application not being considered for employment. Applicant's application must contain current unit assignment, AFSC/SSI and military grade. All submitted documents must be current. <b><u>No binders please.</u></b>		
<b><u>If you are applying under the Technician Job Announcement the following documents are required:</u></b>  1.) OF612, SF171 or a Resume 2.) KSA's - Knowledge, Skills, and Ability questions must be addressed by element on a separate paper.		
<b>Condition of Employment:</b> <u>National Guard Membership:</u> Prior to appointment to this position, selectee must be a member of the District of Columbia Air National Guard. <u>Electronic Funds Transfer:</u> Selectee is required to participate in electronic funds transfer/direct deposit.		
<b>Technician Employment Questions:</b> SPC Valarie Robinson, Human Resources Staffing Specialist can be reached at 202-685-9780 or DSN 325-9780. SPC Melodie Carr, Human Resources Assistant at 202-685-9775 or DSN 325-9775..		
<b>Evaluation Process:</b> Applications will be evaluated solely on information supplied in the application (OF612, SF171, and resume). Experience will evaluated based on relevance to the position for which application is made, and whether it is full-time or part-time.		
<b>Equal Employment Opportunity:</b> All qualified applicants will receive consideration for this announcement without regard to race, color, gender, religion, national origin, age physical handicap, or membership/non-membership in an employee organization, in conformance with NGB Regulation 690-600 and ANGR 40-1613.		



# The District of Columbia Air National Guard



Is an Equal Opportunity Affirmative Action Employer

**Technician Announcement Number:** 04-029

**Position:** ESGR Program Coordinator, GS-0301-12

**Brief Description of Duties:** Oversees Committee activities focused on informing, recognizing, motivating and encouraging America's employers to support Reserve Component' members. Provides oversight, guidance and support to the State Employer Support of the Guard and Reserve (ESGR) Committee Programs, providing day-to-day continuity for the National and State programs and initiatives. Develops, institutes and provides management and administrative support to the State ESGR Committee. Serves as the ESGR Committee financial program manager. Coordinates with all of the RC's in the state to schedule ESGR volunteers to support all mobilization and demobilization actions in the state. Assist and provides administrative support to the volunteer service component of the ESGR program, to include assisting in recruiting, training and mentoring State Committee members, providing special emphasis to the recruiting and training of sufficient employer Out Reach and Ombudsmen volunteers. Provides ESGR program technical assistance and guidance to RC military units within the State to accomplish the objectives and mission of the employer support program. Serves as liaison with government, civilian and military agencies and organizations as appropriate to support and execute the mission and objectives of the ESGR program, explaining and coordinating all ESGR service and support activities available to employers and military members. Researches employer issues relating to National Guard or Reserve employee military commitments. Mediates to resolution employer concerns. Assists the State Chair in Strategic Planning and Committee assessment reporting. Performs other duties as assigned.

**Qualifications:** GS-12

**General Experience:** Experience, education, or training which provided a general knowledge of the principles of organization, management, and administration.

**Specialized Experience:**

Must demonstrate thirty-six (36) months experience in which the following Knowledge, Skills, and Abilities (KSA's) as described below have been attained.

**Knowledge, Skills and Abilities (KSA's) Statements**

1. Knowledge of the principles and standard practices of management.
2. Knowledgeable of the techniques of organization, direction, coordination and control.
3. Ability to formulate and execute long range plans and programs.
4. Ability to give specific guidance relative to a particular program.
5. Skilled in oral and written communication.

This announcement must be posted on unit bulletin boards until the day following the closing date.

**Current Unit assignment, AFSC/SSI and Military grade must be included on application.  
Incomplete applications will not be considered for employment.**